

20 MAR 2000

SUBJECT GROUP 11000-11999 GENERAL

SUBGROUP 11000 - GENERAL

11000.1 Responsibility of Assignment. Class II Real Property Management responsibility rests with the Commander in Chief, U.S. Atlantic Fleet (CINCLANTFLT). Management authority is further delegated to the Commander, Navy Region, Mid-Atlantic (COMNAVREG MIDLANT). PWC Norfolk facilitates day-to-day Class II Real Property space assignment actions within the Hampton Roads area. PWC Norfolk is responsible for review and evaluation of space in buildings, land areas and other facilities to achieve optimum regional facilities utilization. Assignments will be made by the cognizant Installation Commander to ensure Functional Mission and the intent of land use requirements plans are met.

a. Report of Space Vacation. All activities vacating space, regardless of plant account responsibility, shall report by letter to the Regional Engineer, PWC Norfolk, copy to host command, as soon as determination is made that the space will be vacated. The Regional Engineer will evaluate the usability of space reported available, in conjunction with the reporting activity, and maintains records of available space.

b. Unfilled Space Requirements. Tenant activities and/or commands having unfilled space within the Mid-Atlantic Region will address their requests, which should include man-power allocation, type and quantity of space desired, to the Regional Engineer, copy to host command. Complete instructions on requesting additional space are provided in COMNAVBASENORVAINST 11010.12 series.

c. Space Assignments. Requests for off base GSA leased spaced will be submitted to LANTNAVFACENGCOM, via the Regional Engineer in accordance with COMNAVBASENORVAINST 11011.10 Series.